

Town Of Trumbull Cable Television Advisory Committee
Minutes April 14, 2011

In attendance: : John Annick, Donna Cassidy, Deborah Cox, Kate Donahue, Ken Mayo, Jim Lang, Byron Campbell, Sue Horton, Bob Mincieli, Gary Cialfi, Amy DeZenzo, Jackie Carlino, Shawn Tait

Absent: Peg Perillie, Jeff Hackett, Vince Fini, , Marilyn Lord , Anthony Pijar, Tom Kelly, Amy DeZenzo, Donna Girot (videographer), Leisa Taylor (videographer), Frank Derak (ex-officio), Jim Somers (ex-officio)

Guest- Darin Callahan- Town of Trumbull lawyer

The meeting was called to order at 8:02 AM by John Annick.

Minutes: Minutes from March 3, 2011 meeting distributed to and reviewed by members. Request to correct spelling of Byron's name noted. Motion to approve minutes with name correction made by Jim, seconded by Amy. All members in favor.

AT&T UVerse: Installation of proper equipment to view signal and program coming from AT&T completed in studio. John, Jim & Rep. Tony Hwang met with DPUC. Monies from subscriber fees (\$7.50 per customer/year) are in escrow at DPUC. John is unsure of total amount, but feels monies could be substantial. DPUC will not disclose amount. DPUC stated AT&T needs to have connection cable with Charter. Subscriber fee monies will go to Charter once this connection is made. Tony Hwang will follow up with Charter & AT&T on connection. DPUC also has grant monies available. Gary & Jeff have put together grant for submission with attached support letter from all 3 state legislators. Amount of grant is \$39, 873.66 which includes projector & screen for Council chambers as well as cameras for BOE meetings and equipment to broadcast via streaming to schools. No audio equipment is included in grant. Council chamber equipment includes mixers but no microphones. Grant has been submitted to DPUC.

Charter Advisory Council: Report given by Jim. At DPUC meeting Charter suggested bringing topic of subscriber fees to next Advisory Council meeting. Topic was discussed at March 8th meeting. Members of Charter, able to discuss this topic were not present at meeting. Members had discussion, but did not agree that funds should go to local community channels. Some members, via later e-mails, will give topic further thought to discuss at future meeting.

Budget: \$20,000 for videographers as well as Shawn's operational monies are still in place for 2012 budget. BOE may cut funds at next BOE meeting. If this occurs, taping of school events may decrease. Kate stated we are an educational channel and school events should be taped. John stated m\he may take monies from elsewhere to cover the possible BOE cuts. Brief discussion ensued. John will continue discussion at future meeting after BOE finalizes their budget and he knows what funds are available. BOE meeting is May 3rd. John also stated Shawn's budget for tape copying has been frozen. Monies from copies purchased at Library will go to help Shawn purchase blank tapes for copying.

Policy: Retention of event tapes is still confusing. Sue stated keeping tapes for 4 months should be sufficient. Town Hall often requests copies of tapes from meeting 6 months ago or more. Lawyer Callahan will follow up on retention of tapes with John. Will discuss at future meeting after review by town attorney Callahan.

Open Discussion: John asked members if representation on Peg channel committee at state level is needed. Bob will send Donna information on this to send to members.

Gary reported that inclusion of 7th & 8th graders with familiarization of THS studio for future training is taking place. More meetings & visits are planned before the end of the school year.

Kate is working with George Romero (Driver-Ed teacher) to place channel 17 & 99 advertisement (magnet poster) on Drivers-Ed cars. Damage to car paint from magnet could be a problem. Deb created design, Byron formatted design. Deb said proper installation & removal of magnet on car is key in minimizing damage. Vista printers were suggested to make magnet (vistaprinters.com). George supports use of magnet but stated TTCTAC will responsible for any paint damage to car. Kate will work with George and do research to work out issue.

Kate is working with Deborah on lanyards for videographers.

John would like members to note if videographers are dressing and acting appropriately. Please contact him with any concerns.

The TTCTAC logo will now appear on schedule that is posted at Senior Center.

Shawn is sending program schedule to web person every Monday. Members stated the updated schedule is not always on website.

Kate reminded John to contact Trumbull Patch person to post schedule. Kate will send Patch contact person info to Shawn.

John asked Amy, Peg & Ken to contact 10 people who view channels 17 &/or 99 to ask them their opinion.

Meeting adjourned 8:50 am

To-Do's

- Tony Hwang will follow up with Charter & AT&T on connection
- Budget discussion regarding taping of school events will continue after BOE has finalized their 2012-2013 budget
- Lawyer Callahan will follow up on retention of tapes with John
- Will discuss retention of tapes at future meeting after review by town attorney Callahan
- Bob will send Donna information on membership to Peg channel committee at state level to distribute to members
- Kate will follow up with George Romero regarding Ad magnet
- Members will note if videographers are dressing and acting appropriately & report back to John with any concerns
- Kate will send Patch contact person info to Shawn
- Amy, Peg & Ken will contact 10 people who view channels 17 &/or 99 to ask them their opinion